

LETTERS OF RECOMMENDATION

Personal Data Form (Jane Coronati)

Please fill out this form accurately and completely to help me write a strong recommendation for you to use with college applications, scholarships, or employment.

Date _____

Student Name (as you want it written in the recommendation) _____

What three adjectives would you use to describe yourself?

To which colleges do you plan to apply and why?

What are your strengths and talents?

What is a weakness that you have? What have you done or are you currently doing to correct this weakness or to compensate?

As a senior, what have you learned about yourself since your freshman year?

What are your academic areas of interest? How did you develop these interests?

Is your academic record an accurate assessment of your ability? Why or why not?
Have you ever been suspended or disciplined in anyway at Parkland? If yes, explain the circumstances.

Describe your past and present extracurricular activities both connected to and outside of school, including clubs, student government, sports, religious activities, and community service. (if you have already prepared a resume, feel free to attach that instead).

Which of the extracurricular activities listed are your favorite and why?

Tell me about any paid jobs you have held. What did you like and/or dislike about those jobs?

List any honors or awards you have received?

What is the hardest decision you have ever had to make, OR what has been the most difficult decision with which you have had to deal?

Talk about any ideas, values, goals that you care about a lot.

Tell me about your family—who is in your family, what are their ages, and what things do you do as a family?

What is the highest level of education completed by your parents/guardians and siblings? What college/university did your parents/guardians and siblings attend?

If there is something else unique about you, or if there is anything else you would like me to mention in your letter of recommendation, please explain: